



## **CHANGE OF AGENT'S NAME BY REGISTERD AGENT**

Domestic or Foreign – Limited Liability Company

Filing Fee: \$50.00

Make checks payable to "Secretary of the State"

### **INSTRUCTIONS**

1. Name of the Limited Liability Company. Please provide the name of the Limited Liability Company as it appears on the records of the Secretary of the State.
2. State/Country of formation: Please provide the Limited Liability Company's state or country of formation.
3. Provide the name of the current agent (must match the Secretary of the State's records exactly). This form may **not** be used to appoint a NEW agent.
4. Provide the current agent's new legal name. If the agent is an individual, select the appropriate box and complete. If the agent is a business entity e.g. Corp or LLC, etc, select the appropriate box and provide the entity's new name. NOTE: The new name must match the records of the Secretary of the State exactly.
5. Execution: The document must be executed/signed by the registered agent of the Limited Liability Company. That person must print or type his/her name, state the capacity/title under which he/she signs (if applicable) and provide a signature. The execution constitutes a legal statement under the penalties of false statement that the information provided in the document is true.

### **OFFICE OF THE SECRETARY OF THE STATE**

#### **MAILING ADDRESS:**

COMMERCIAL RECORDING DIVISION  
CONNECTICUT SECRETARY OF THE STATE  
P.O. BOX 150470  
HARTFORD, CT 06115-0470

#### **DELIVERY ADDRESS:**

COMMERCIAL RECORDING DIVISION  
CONNECTICUT SECRETARY OF THE STATE  
30 TRINITY STREET  
HARTFORD, CT 06106

**PHONE:** 860-509-6003

**WEBSITE:** [www.concord-sots.ct.gov](http://www.concord-sots.ct.gov)